

29 December 1959

D-R-A-F-T

[REDACTED]: jmc

25X1A9a

25X1A9a  
[REDACTED]

Career Service Comments (Section E)  
Career Preference Outline

25X1A9a

[REDACTED] expressed interest to further her career in research and compilation for the production of maps is considered appropriate. She is encouraged to undertake training specifically related to her needs. As it becomes feasible, <sup>25X1A9a</sup> [REDACTED] should be scheduled for area familiarization.

SECRET

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## SUPERVISORY COMMENTS ON CAREER PREFERENCE OUTLINES

TO:

Chairman, ORR Career Service Board

SUBJECT: (Name)

25X1A9a

COMMENTS BY CHIEF (Division or Staff)

1ST INDORSEMENT

25X1A9a

25X1A9a is a very capable compiler who has had good training and effective on-the-job experience. She possesses a strong geographic background which she uses to good advantage in her cartographic efforts. I believe Miss 25X1A9a is very well suited to her present type of position and will continue to support the cartographic effort in a most effective manner.

The career preference statement and the Branch Chief's evaluation are supported.

28 October 1959

SIGNATURE 25X1A9a

Ch/D/OC/PR

2ND INDORSEMENT

COMMENTS BY AREA CHIEF (When applicable)

- ☒ I CONCUR IN THE (Division) (Staff) CHIEF'S COMMENTS
- ☐ AS THE EMPLOYEE IS NOT PERSONALLY KNOWN TO ME, I ACCEPT COMMENTS OF (Division) (Staff) CHIEF
- ☐ OTHER (Specify)

25X1A9a

DATE

16 November 1959

FORM 1270

SECRET

(12D-40)

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## CAREER PREFERENCE OUTLINE

This Outline, when completed, is a documented description of the individual's career interests and proposed career activities together with the comments of his supervisor and his Career Service. The original will be filed in the employee's Official Personnel Folder and will serve as a guide for future personnel actions affecting him. Implementation of career preferences must depend upon the needs of the Organization.

- CONSULT ATTACHED INSTRUCTION SHEET PRIOR TO COMPLETING THIS OUTLINE -

## SECTION A.

## GENERAL

1. NAME OF EMPLOYEE (Last-First-Middle) <b>25X1A9a</b>	2. DATE OF BIRTH <b>January 11, 1928</b>	3. SERVICE DESIGNATION <b>IR</b>	4. GRADE <b>GS-11</b>
5. ORGANIZATIONAL TITLE <b>None</b>	6. POSITION TITLE <b>Geographer (Cartography)</b>	7. OCCUPATIONAL CODE <b>GS 0150.02</b>	8. OFFICE OF ASSIGNMENT <b>ONE/D/OC/E</b>

## SECTION B.

## CAREER INTERESTS

## 9. GENERAL TYPE OF ACTIVITY

**Intelligence Officer (Cartography and Geography)**

## 10. SPECIFIC TYPE OF ACTIVITY (Including assignments)

## A. IMMEDIATE (Within next 1 to 2 years)

**Research and compilation for the production of maps.**

## B. LONG-RANGE (Within next 3 to 5 years)

**Same as 10A.**

## SECTION C.

## TRAINING

## 11. ORGANIZATIONAL, EXTERNAL, AND ON-THE-JOB TRAINING

## A. IMMEDIATE (Within next 1 to 2 years)

**Map Design or Basic Design Course  
Elementary Reading - German  
Basic country survey - France  
Writing technique**

## B. LONG-RANGE (Within next 3 to 5 years)

**Area Familiarization Tour  
Elementary Reading - Italian  
Russian Familiarization Course**

## 12. ADDITIONAL COMMENTS

**Overseas assignment, involving geographic research or map studies, is desirable. Temporary overseas duty or an area familiarization tour would be valuable for increasing professional competence.**

25X1A9a

RECOGNIZE THAT THE IMPLEMENTATION OF MY CAREER PREFERENCES MUST DEPEND UPON THE NEEDS OF THE ORGANIZATION. I UNDERSTAND THAT MY PERFORMANCE, CAPABILITIES AND INTERESTS WILL BE GIVEN DUE CONSIDERATION.

## 13. DATE COMPLETED

**28 Oct 59**

## 14. SIGNATURE OF EMPLOYEE

SECRET

(When Filled In)

## SECTION D.

COMMENTS BY SUPERVISOR

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15. RELATIVE TO CAREER INTERESTS OF EMPLOYEE

25X1A9a

career interests coincide with the present and future requirements of her present assignment. Her formal education and on-the-job training have and will contribute to a continued excellent performance. She has, on occasion, expressed a desire to write, and a rotation assignment in D/GG might well be considered.

16. RELATIVE TO TRAINING FOR EMPLOYEE

Several avenues of training have been explored and a program will be implemented at the appropriate time. In the opinion of the supervisor, training to acquire a proficiency in Italian is less desirable than a Russian Language Familiarization Course, which would make services more flexible and perhaps usable in other Branches of the Division. An Agency sponsored course in basic supervision is also recommended.

25X1A9a

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17. TYPED OR PRINTED NAME OF SUPERVISOR

25X1A9a

18. SIGNATURE

19. TITLE

Chief, Europe-Africa Branch, D/GC/RR

20. DATE

## SECTION E.

FOR USE OF CAREER SERVICE

21. COMMENTS

22. TYPED OR PRINTED NAME

23. SIGNATURE

24. TITLE

25. DATE

LEAVE BLANK

SECRET

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